

**ORGANIZATIONAL MEETING OF THE TOWN BOARD
OF THE TOWN OF NEW HARTFORD, NEW YORK,
HELD AT TOWN HALL, 8635 CLINTON STREET, NEW HARTFORD, NY ON
MONDAY, JANUARY 3, 2022 at 6:00 P.M.**

Town Supervisor Miscione called the meeting to order at 6:00 P.M. and led those in attendance in the Pledge of Allegiance to the American Flag. The roll was then taken with the following Town Officials and Department Heads being present during the progress of the meeting.

TOWN BOARD MEMBERS PRESENT:

Councilman James J. Messa
Councilman Richard M. Lenart
Councilman David M. Reynolds
Councilman Richard B. Woodland, Jr.
Supervisor Paul A. Miscione

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

Deputy Town Supervisor Anthony J. Trevisani
Personnel Technician Barbara Schwenzfeier
Town Attorney Herbert Cully
Cheryl A. Jassak-Huther, Town Clerk
Highway Superintendent Richard Sherman

Thereafter a quorum was declared present for the transaction of business.

2022 Organizational Resolutions

The following Resolution was introduced for adoption by Councilman Messa and duly seconded by Councilman Lenart:

(RESOLUTION NO. 1 OF 2022)

RESOLVED that the Town Board of the Town of New Hartford does hereby establish the normal operating hours for the Town of New Hartford offices to be 8:00 A.M. through 4:00 P.M., Mondays through Fridays during Fiscal Year 2022;

RESOLVED that Paul A. Miscione, Supervisor of the Town of New Hartford, New York, be and he hereby is authorized and directed to sign all checks for the disbursement of funds of the Town of New Hartford for the Fiscal Year 2022;

RESOLVED that the New Hartford Town Board does hereby re-adopt the "**TOWN OF NEW HARTFORD EMPLOYEES HANDBOOK**", prepared by AMTEK, dated September 15, 1999, and thereafter amended from time to time. Also adopted herewith is the Non-union Benefits and Compensation document;

RESOLVED that the New Hartford Town Board does hereby establish the mileage rate at forty-six cents (\$.46) for all Town Officials and employees while performing regular and continuous business transactions in and for the Town of New Hartford during the Fiscal Year 2022; Effective January 11, 2017, Officials and employees shall be paid for travel as provided in the Internal Revenue Service (IRS) rules and regulations; namely, from the town office to the destination and return to the town office;

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 2 of 23

RESOLVED that the Town Board of the Town of New Hartford does hereby designate as Official Depositories in which all funds of the Town of New Hartford shall be deposited in 2022 the following institutions:

- BNY Mellon
- Chase Bank
- NBT Bank, N.A.
- Adirondack Bank (tax collection)
- Wilmington

and that the Town Supervisor or Deputy Town Supervisor of said Town be and hereby is authorized and directed to secure a Pledge of Security covering the maximum amount of money the Town would have on deposit at any one time during the Fiscal Year 2022 from each of the Official Depositories designated. A written security agreement and custodial agreement (which can be combined into one document) must be obtained. The Town, however, will try to have delivery of the collateral to an unrelated third party. If this cannot be affected, then all pertinent legal and financial risks will be evaluated;

RESOLVED that the Town Board of the Town of New Hartford does hereby authorize the Town Supervisor or Deputy Town Supervisor of the said Town to deposit funds not needed for immediate expenditures in the form of interest-bearing Certificates of Deposit, Repurchase Agreements, Treasury Bills and Money Market Certificates with the Official Depositories listed in the official Investment Policy of the Town, which policy is presented herein as a separate Resolution;

RESOLVED that the New Hartford Town Board does hereby appoint Anthony J. Trevisani as Marriage Officer in and for the Town of New Hartford for a one-year term commencing January 1, 2022, and ending December 31, 2022, with no remuneration;

RESOLVED that the Town Board of the Town of New Hartford does hereby re-appoint the President of the New Hartford Historical Society as the Town's Historian for Fiscal Year 2022 at a contractual sum of \$3,700.00 payable to the Historical Society. Jeffrey Madden was re-appointed as the president;

RESOLVED that the New Hartford Town Board does hereby confirm the Supervisor's appointment of Anthony J. Trevisani as Deputy Town Supervisor, to serve at the pleasure of the Town Supervisor, with a corresponding stipend of One Thousand Dollars One Hundred Thirty-Three (\$1,133) annually;

RESOLVED that Anthony J. Trevisani, Deputy Town Supervisor of the said Town be, and he hereby is authorized and directed to sign all checks for disbursements of funds of said Town for Fiscal Year 2022, in the absence of the Town Supervisor;

RESOLVED that the New Hartford Town Board does hereby authorize the Town Supervisor or Bookkeeper to Supervisor to pay bills/expenses to National Grid, to the Mohawk Valley Water Authority, to all telephone carriers, Credit Cards; to the Town's designated vendors for all insurance premiums, to Ford Credit, to Verizon On-line, to Spectrum, and to the United States Postal Service (electronic replenishing of postage meter) without prior final audit by the Town Board and does further authorize the Town Supervisor or Personnel Technician to pay bills/expenses to the New York State and Local Retirement Systems (Employees' Retirement System and Police and Fire Retirement System) for employer contributions without prior final audit by the Town Board;

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 3 of 23

RESOLVED that the New Hartford Town Board does hereby re-adopt the Purchasing Policies and Procedural Manual, originally adopted on January 1, 1992 and revised on December 5, 2018.

RESOLVED that the New Hartford Town Board does hereby re-adopt the Official Investment Policy for the Town of New Hartford originally adopted on March 3, 1993, last amended on July 13, 2013, and in accordance with Chapter 708 of the Laws of 1992;

RESOLVED that the Town Board of the Town of New Hartford does hereby designate The Observer Dispatch as the Town's official newspaper for Fiscal Year 2022.

RESOLVED that the Rules of Procedure which were initially adopted April 21, 1965, and amendments thereto, are hereby affirmed and re-adopted by the New Hartford Town Board for Fiscal Year 2022 as set forth in the attached Schedule "A" that is made a part of this Resolution;

SCHEDULE "A"
RULES OF PROCEDURE

I. REGULAR MEETINGS:

Regular meetings of the New Hartford Town Board shall be held in the Town of New Hartford Municipal Building, 8635 Clinton Street, New Hartford, New York, on the following days commencing at 6:00 P.M. for the Fiscal Year 2022, unless otherwise changed and publicized:

January 19
February 9
March 9, March 23
April 20
May 11
June 8
July 13
August 10
September 7, September 21
*October 5, **October 19
***November 2, November 21
December 7, December 21

*(Tentative Budget to Town Board)
**October .. (preliminary budget to be adopted)
***November .. (annual budget adoption deadline)

II. SPECIAL MEETINGS:

The Supervisor may, and upon written request of two (2) members of the Board, call a special meeting of the Town Board at any time by giving at least three (3) days' notice in writing (email) to the Town Clerk and other members of the Board of the time when and the place where the meeting is to be held.

III. QUORUM:

A majority of the Board shall constitute a quorum for the transaction of business, but a lesser number may adjourn.

IV. VOTING UPON QUESTIONS:

Every act, motion or resolution shall require for its adoption the affirmative vote of a majority of all members of the Town Board, except in such instances in which a large number of affirmative votes shall be required by law. The vote upon every question shall be taken by ayes and nays, and the names of the members present and their votes shall be entered in the minutes.

V. STANDING COMMITTEES:

The Supervisor shall appoint the following Standing Committees:

- Assessor
- Human Resource
- Public Safety and Courts
- Public Works and Sewer
- Senior Citizens
- Town Clerk
- Village/Town/School Liaison
- Zoning (Codes) and Planning
- Library
- Police Reform Committee (new committee required by New York State)

Such Committees shall consist of members of the Board and shall assist the Town Board in the performance of its duties with reference to such matters as may from time to time be referred to such Committees.

VI. SPECIAL COMMITTEES:

The Town Board may, from time to time, appoint such Special Committees as may be deemed desirable to assist the Board in performance of its duties. Such Committees may include Town Officers other than Board members in their membership in an advisory capacity only.

- Each group is to consist of at least one (1) Town Board member and one (1) Department Head, which act in an ADVISORY CAPACITY only, unless prohibited by law
- Each group is to have at least
 - A written list of objectives
 - A Chairperson who is to be recommended by the group's members and submitted to the Town Board for approval. Duties of Chairperson shall include:
 1. Chair open meetings
 2. Act as the official spokesperson for said group
 - Vice-Chairperson is to be appointed directly by the group members. Duties of Vice-Chairperson shall include:

Assume the duties of the Chairperson in his/her absence

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 5 of 23

- Maximum number of members to be determined by the Department Head. Unexcused absence from four (4) consecutive meetings is cause for removal of member(s) by the Chairperson
- If possible, each group shall consist of one member from each of the four (4) Wards in the Town. Selection of Members:
 1. Participation shall be based on written request to the Department Head for consideration.
 2. Appointed by the Town Board
 3. If there are more volunteers than openings, membership shall be determined by the Department Head who shall consider:
 - i. Resume or list of qualifications
 - ii. Personal interview
- Term limits not to exceed two (2) four-year terms, which shall be staggered
- Remuneration to members shall require Town Board budget approval
- Department Heads shall maintain a list of all appointments and terms which shall be reviewed annually with the Town Board and filed with the Town Clerk's Office
- This policy EXCLUDES:
 - Zoning Board of Appeals
 - Planning Board
 - Board of Assessment Review
 - Police Commission
 - Library Board of Trustees

All member terms of the above boards/committees/commissions shall be posted on the Town's website so that the public is aware of when terms end and that any individual desiring to serve on a board, committee, commission must submit their letter of interest/resume to the Town Supervisor's Office at least six (6) months in advance of the term expiration.

VII. ORDER OF BUSINESS:

The business of all regular meetings of the Town Board shall be transacted in the following order:

- Reading of minutes of previous meeting, unless waived by a majority of the members of the Board present
- Public Hearings (6:00 P.M.)
- Consideration of Public Presentations
- Reports of Town Officials presented by the Chairperson of the respective Standing Committee
- Reports of Standing Committees
- Reports of Special Committees
- Consideration of matters submitted by Town Board members
- Consideration of matters submitted by Town Supervisor in the following order:

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 6 of 23

- Financial and other routine reports
- Miscellaneous communications
- Unfinished business
- New business.

VIII. LEGISLATIVE MATTERS:

All resolutions, ordinances and local laws, other than routine resolutions approving payment of bills, minutes and like matters, shall be in writing and filed with the Town Clerk and made available to Board members not later than the Saturday prior to the meeting at which they are to be introduced unless this provision be waived as to any such resolution, ordinance or local law by a majority of the members of the Board present at such meeting.

Resolutions, ordinances and local laws shall be introduced in the regular order of business and shall be read aloud by the Town Clerk before being acted upon by the Board.

IX. ABSENCE OF SUPERVISOR:

In the absence of the Supervisor, the Deputy Supervisor shall call the Town Board to order and shall be Chairman of the meeting; and, in the absence of the Supervisor and the Deputy Supervisor, then the Town Clerk shall call the Town Board to order and if a quorum be present, the Town Board shall elect one of its members as Chairman of the meeting.

X. MEMBERS MAY NOT ABSENT THEMSELVES:

No member of the Town Board may absent himself from a meeting of the Town Board for more than ten (10) minutes at a time unless for good cause he is excused by the Supervisor.

XI. REFUSAL TO VOTE:

Each member of the Board shall vote upon each question presented unless for good cause he is excused present to Town Law.

XII. PARLIAMENTARY RULES:

Except as otherwise provided herein, all parliamentary questions shall be decided in accordance with the latest edition of Roberts' Rules of Order, revised, for deliberative assemblies.

XIII. SUSPENSION OF RULES:

Any rule of the Town Board may at any time be temporarily suspended for special reasons by a majority vote of all of the members of the Town Board present at a meeting thereof. No permanent alteration may be made except by resolution in writing duly filed with the Town Clerk prior to the meeting at which such amendment is introduced.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 7 of 23

The Resolutions were unanimously carried and duly *ADOPTED*.

XIV. Appointment – Planning Board Chairman

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Messa:

(RESOLUTION NO. 2 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby re-appoint Heather Mowat as Chairman of the Planning Board for a one (1) year term commencing January 1, 2022 and ending December 31, 2022.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XV. Appointment – Chairman - Zoning Board of Appeals

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Lenart:

(RESOLUTION NO. 3 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby re-appoint Randy Bogar as Chairman of the Zoning Board of Appeals for a one (1) year term commencing January 1, 2022 and ending December 31, 2022.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye.

The Resolutions were unanimously carried and duly *ADOPTED*.

XVI. Appointment – CHAIRMAN – Police Commission

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Lenart:

(RESOLUTION NO. 4 OF 2022)

RESOLVED, that in accordance with the Town Code, Chapter 24, Police Commission, Section 24-3, Paragraph E. the Town Board does hereby re-appoint Patrick Cardinale as Chairman of the Town Police Commission for a one-year term beginning January 1, 2022 and ending December 31, 2022.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

XVII. Appointment – STANDING COMMITTEE

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Reynolds

(RESOLUTION NO. 5 OF 2022)

RESOLVED, that in accordance with the Town Law, Town Board does hereby appoint standing committees for a one-year (1) term commencing January 1, 2022 and ending December 31, 2022.

Committee	Chairperson	Co-Chairperson
Assessor	Miscione	Woodland
Human Resource	Miscione	Messa
Library	Reynolds	Woodland
Parks and Recreation	Miscione	Messa
Public Safety and Courts	Miscione	Reynolds
Public Works and Sewers	Messa	Woodland
School/Village/Town Liaison	Messa	Lenart
Senior Citizens	Lenart	Reynolds
Town Clerk	Miscione	Reynolds
Zoning (Codes) and Planning	Miscione	Woodland

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 9 of 23

The Resolutions were unanimously carried and duly *ADOPTED*.

XVIII. Appointment – BOARD OF ETHICS

The following Resolution was then introduced for adoption by Councilman Lenart and duly seconded by Councilman Messa:

(RESOLUTION NO. 6 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby confirm that Ralph B. Humphreys, David Corr and Councilman Woodland were appointed to the Board of Ethics by Resolution No. 11 adopted January 8, 2014, and to serve at the Pleasure of the Town Board.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XIX. Appointment – President of Library Board of Trustees

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 7 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby appoint Jay Winn as President of the Library Board of Trustees for a one (1) year term commencing January 1, 2022 and ending December 31, 2022.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XX. Re-Appointment – Library Board of Trustees

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 10 of 23

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Woodland:

(RESOLUTION NO. 8 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby re-appoint Raymond Philo to the Library Board of Trustees for a three (3) year term commencing January 1, 2022 and ending December 31, 2024.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

XXI. 2022 Salary Schedule

The following Resolution was then introduced for adoption by Councilman Lenart and duly seconded by Councilman Woodland:

(RESOLUTION NO. 9 OF 2022)

WHEREAS, Town Law, Section 27, provides that the Town Board of each town shall fix, from time to time, the salaries of all officers, officials and employees of said town, whether elected or appointed, and determine when the same shall be payable;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby approve and establish the following Schedule of 2022 Salaries for the employees and officials of the Town of New Hartford, payable in the manner designated:

<u>Title and Name</u>	<u>2022Base</u>	<u>2022 Salary</u>	<u>Manner of Payment</u>
Councilman James Messa		\$12,000	bi-weekly
Councilman Richard Lenart		\$12,000	bi-weekly
Councilman David M. Reynolds		\$12,000	bi-weekly
Councilman Richard B. Woodland, Jr.		\$12,000	bi-weekly
Town Justice Kevin Copeland		\$22,872	bi-weekly
Senior Justice William Virkler		\$ 3,296	bi-weekly
Town Justice William M. Virkler		\$22,872	bi-weekly
Clerk to Court Justice Gertrude Pick	\$19.24/hr		bi-weekly
Court Attendant Raymond Hamo	\$35.03/hr		bi-weekly
Court Attendant Jerome Murray	\$35.03/hr.		bi-weekly
Court Attendant John Abounader	\$35.03/hr.		bi-weekly
Clerk to Court Justice Dorothy Spina	\$20.40/hr		bi-weekly
Clerk Dezaray Rimmer	\$18.01/hr		bi-weekly
Supervisor Paul Miscione		\$32,000	bi-weekly
Deputy Town Supervisor Anthony Trevisani		\$ 1,133	annually

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 11 of 23

Bookkeeper to Supervisor Deanna Spina	\$20.00/hr		bi-weekly
Assessor Darlene Abbatecola	\$34.41/hr		bi-weekly
Real Property TSA Teresa Webb	\$22.18/hr		bi-weekly
Assessor Temporary Clerk Margaret Jones	\$15.00/hr		bi-weekly
BAR Member Wilmar Sifre		\$ 400	annually
BAR Chairman Duane C. Farr		\$ 500	annually
BAR Member Anthony Trevisani		\$ 400	annually
BAR Member Byron W. Elias		\$ 400	annually
BAR Member Jonathan Purdy		\$ 400	annually
Town Clerk Cheryl Jassak-Huther		\$57,024	bi-weekly
Deputy Town Clerk I Donna Owens	\$18.25/hr		bi-weekly
Deputy Town Clerk II	\$18.00/hr		bi-weekly
Asst. Dir. of Personnel Barbara Schwenzfeier	\$43.38/hr		bi-weekly
Town Attorney Herbert J. Cully		\$71,100	bi-weekly
*Police Chief Michael Inserra	\$61.42/hr		bi-weekly
*Police Lieutenant Ronald Fontaine	\$51.05/hr)		bi-weekly
*Police Officer Peter Allen	\$37.17/hr)		bi-weekly
*Police Officer Annemarie Brelinsky	\$37.17/hr)		bi-weekly
*Police Officer Eric Cappelli	\$37.17/hr)		bi-weekly
*Police Officer Jeffrey Emerson	\$37.17/hr)		bi-weekly
*Police Officer W. Jason Freiburger	\$39.03/hr)		bi-weekly
*Police Officer Sanel Galijasevic	\$29.36/hr)		bi-weekly
*Police Officer Justin Gehringer	\$39.03/hr)		bi-weekly
*Police Officer Emrah Latic	\$29.36/hr)		bi-weekly
*Police Officer Mark Moskal	\$37.17/hr)		bi-weekly
*Police Officer Patrick Sacco	\$37.17/hr)		bi-weekly
*Police Officer Stacie Skidmore	\$31.96/hr)		bi-weekly
*Police Officer Nicholas Spina	\$29.36/hr)		bi-weekly
*Police Officer Jordan Spinella	\$39.03/hr)		bi-weekly
*Police Officer Part-time Jason Livingston	\$37.17/hr)		bi-weekly
*Police Officer Part-time Barton Paczkowski	\$37.17/hr)		bi-weekly
*Police Officer Part-time Michael Reilly	\$37.17/hr)		bi-weekly
*Police Officer Part-time Andrew Sobel	\$37.17/hr)		bi-weekly
*Police Officer Part-time Joseph Zwijacz	\$37.17/hr)		bi-weekly
*Police Officer Part-time Paul Colburn	\$37.17/hr)		bi-weekly
*Police Officer Part-time Gaetano LaGatta	\$37.17/hr)		bi-weekly
*Police Officer Part-time Robert Philo	\$37.17/hr)		bi-weekly
*Police Officer Part-time Anthony Salerno	\$37.17/hr)		bi-weekly
*Police Officer Part-time Michael Slade	\$37.17/hr)		bi-weekly
*Police Officer Part-time Richard Wehrle	\$37.17/hr)		bi-weekly
*Police Sergeant Andrew Allen	\$44.11/hr)		bi-weekly
*Police Sergeant Thomas Hulser	\$44.11/hr)		bi-weekly
*Police Sergeant Michael Kowalski	\$44.11/hr)		bi-weekly
*Police Sergeant Matthew Sica III	\$44.11/hr)		bi-weekly
School Crossing Guard Deborah Green	\$11.66/hr		bi-weekly
School Crossing Guard MaryAnn Jordan	\$11.66/hr		bi-weekly
School Crossing Guard Susan Jordan	\$11.66/hr		bi-weekly
School Crossing Guard Jacqueline Mosakowski	\$11.66/hr		bi-weekly
School Crossing Guard Peter Rebisz	\$11.66/hr		bi-weekly
School Crossing Guard M. Darlene Reynolds	\$11.66/hr		bi-weekly

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 12 of 23

School Crossing Guard Tina Ryan	\$11.66/hr		bi-weekly
Senior Office Specialist I Allison Stedman	\$20.21/hr		bi-weekly
PT Clerk Debra Spadafora	\$18.01/hr		bi-weekly
Laborer Kimberly Stenske	\$19.65/hr.		bi-weekly
Animal Control Officer John Treen	\$24.48/hr		bi-weekly
ACO Part-time Jeffery Madden	\$16.54/hr		bi-weekly
Administrative Assistant Hyesun Lee	\$17.83/hr		bi-weekly
Highway Superintendent Richard Sherman		\$49,151	bi-weekly
Clerk Part-Time Bernard Green	\$10.11/hr		bi-weekly
Food Service Helper Carolyn Burney	\$11.71/hr		bi-weekly
Meal Site Manager PT Marjorie Anweiller	\$15.20/hr		bi-weekly
Meal Site Manager PT Carrie Dygert	\$14.94/hr		bi-weekly
Youth Employment Director		\$3,500	annually
Working Supervisor Michael K. Natale	\$21.58/hr		bi-weekly
Working Supervisor John Randall	\$21.58/hr		bi-weekly
Registrar of Vital Statistics Cheryl Jassak-Huther		\$14,478	annually
Deputy Registrar of Vital Statistics Jade Giglio	\$20.50/hr		bi-weekly
Codes Enforcement Officer Lary Gell	\$28.29/hr		bi-weekly
Codes Enforcement Officer PT George Farley	\$20.00/hr		bi-weekly
Codes Enforcement Officer Part-time Carmen Luppino		\$31,000	bi-weekly
Office Specialist I Part-time Dolores B. Shaw	\$20.60/hr		bi-weekly
Zoning Board of Appeals Chairman Randy Bogar		\$ 2,500	semi-annual
ZBA Member Frederick Kiehm		\$ 1,250	semi-annual
ZBA Member John Montrose		\$ 1,250	semi-annual
ZBA Member Lenora Murad		\$ 1,250	semi-annual
ZBA Member Byron W. Elias		\$ 1,250	semi-annual
ZBA Member Michelle Mandia		\$ 1,250	semi-annual
ZBA Member Karen Stanislaus		\$ 1,250	semi-annual
ZBA Secretary Dolores B.Shaw	\$20.60/hr		bi-weekly
Planning Board Chairman Heather Mowat		\$ 2,500	semi-annual
Planning Board Member Lisa Britt		\$ 1,250	semi-annual
Planning Board Member G. Brymer Humphreys		\$ 1,250	semi-annual
Planning Board Member Manzurul Sikder		\$ 1,250	semi-annual
Planning Board Member Julius V. Fuks, Jr.		\$ 1,250	semi-annual
Planning Board Member Wilmar Sifre		\$ 1,250	semi-annual
Planning Board Member John Lattini III		\$ 1,250	semi-annual
Planning Board Secretary Dolores B. Shaw	\$20.60/hr		bi-weekly
Automotive Mechanic William Bell	\$27.01/hr		bi-weekly
Lynne Brodock	\$27.01/hr		bi-weekly
Jeramy Waterman	\$27.01/hr		bi-weekly
Heavy Equipment Operators: Christopher Budlong	\$27.49/hr		bi-weekly
Keith Gehringer	\$27.49/hr		bi-weekly
Corey Halpin	\$27.49/hr		bi-weekly
Kevin W. Martin	\$27.70/hr		bi-weekly
Christopher R. Moran	\$27.49/hr		bi-weekly
Jeff Mundrick	\$27.49/hr		bi-weekly
Thomas Panzone	\$27.49/hr		bi-weekly

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 13 of 23

Bryon Rich	\$27.49/hr	bi-weekly
Michael Smoulcey	\$27.49/hr	bi-weekly
Gerald Webb	\$27.49/hr	bi-weekly
Laborer		
Robert Berkhoudt	\$15.00/hr	bi-weekly
Matthew Wentrick	\$15.00/hr	bi-weekly
Motor Equipment Operator		
Matthew Brown	\$20.52/hr	bi-weekly
Ferdinand Callahan	\$20.56/hr	bi-weekly
Candy Currier	\$24.07/hr	bi-weekly
Daniel Currier	\$19.93/hr	bi-weekly
Thomas Farley	\$20.52/hr	bi-weekly
William Farley	\$19.93/hr	bi-weekly
Matthew Jones	\$19.93/hr	bi-weekly
Jeffrey Kolek	\$20.52/hr	bi-weekly
Brian McCormick	\$20.56/hr	bi-weekly
Robert Walker	\$19.93/hr	bi-weekly
Sewer Superintendent Richard Sherman		\$23,978 annually

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-
Councilman Lenart	-
Councilman Reynolds	-
Councilman Woodland	-
Supervisor Miscione	-

The Resolutions were unanimously carried and duly *ADOPTED*.

XXII. RESOLUTION WORDING CHANGE – XI. Refusal to Vote

The following Resolution was then introduced for adoption by Councilman Lenart and duly seconded by Councilman Messa:

(RESOLUTION NO. 10 OF 2022)

RESOLVED, that the Town Board does authorize and agree to sign to change the wording of Item XI. Refusal to Vote by eliminating wording that does not make sense.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-
Councilman Lenart	-
Councilman Reynolds	-
Councilman Woodland	-
Supervisor Miscione	-

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 14 of 23

The Resolutions were unanimously carried and duly *ADOPTED*.

XXIII. YOUTH EMPLOYMENT APPLICATION - GRANT

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Lenart:

(RESOLUTION NO. 11 OF 2022)

RESOLVED, that the Town Board does authorize Supervisor Miscione to sign the application for the 2022 Youth Employment Grant and does further resolve for Dezaray Rimmer to submit said grant application to the Oneida County Youth Bureau.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-
Councilman Lenart	-
Councilman Reynolds	-
Councilman Woodland	-
Supervisor Miscione	-

The Resolutions were unanimously carried and duly *ADOPTED*.

XXIV. Re-Appointment – Town Attorney

The following Resolution was then introduced for adoption by Councilman Woodland and duly seconded by Councilman Messa:

(RESOLUTION NO. 12 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby re-appoint Herbert Cully as the Town Attorney commencing January 1, 2022 and ending December 31, 2023.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XXV. December 8, 2021 Town Board Meeting Minutes

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 15 of 23

The following Resolution was then introduced for adoption by Councilman Woodland and duly seconded by Councilman Lenart:

(RESOLUTION NO. 13 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby the meeting minutes for the December 8, 2021 Town Board Meeting.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

XXVI. 2022 Anita's Steven Swan Humane Society Animal Sheltering Agreement

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Lenart:

(RESOLUTION NO. 14 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby Supervisor Miscione to sign the 2022 Anita's Steven Swan Humane Society Animal Sheltering Agreement.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

XXVII. Oneida County Youth Bureau – 2021

The following Resolution was then introduced for adoption by Councilman Woodland and duly seconded by Councilman Lenart:

(RESOLUTION NO. 15 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby accept the total allocation of \$2,452.00 for the 2021 Oneida County Youth Bureau for the Town of New Hartford Youth Employment Program.

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 16 of 23

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XXVIII. 2022 Property Tax Exemptions for Seniors and Persons with Disabilities

Governor Hochul issued Executive Order No. 11.1, which makes it possible for senior citizens and persons with disabilities to have their 2022 property tax exemptions renewed without filing renewal applications, as requested by the New York State Assessors Association. Local Governments now have the option to forego 467 and 459-c renewals for 2022.

The following Resolution was then introduced for adoption by Councilman Lenart and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 16 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve the Senior Exemption for Senior's with 467 and 459-c exemption renewals for the 2022 assessment roll following Governor Hochul Executive Order on December 26, 2021.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XXIX. Sale of National Grid Lights for \$339,961.00

The following Resolution was then introduced for adoption by Councilman Lenart and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 17 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve the purchase of the LED lights to upgrade the lights in the Town of New Hartford with National Grid for \$339,961.00.

The Town Board voted upon roll call, resulting as follows:

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 17 of 23

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XXX. Borrow the \$339,961.00 from General Fund Balance (Not pay interest)

The following Resolution was then introduced for adoption by Councilman Lenart and duly seconded by Councilman Messa:

(RESOLUTION NO. 18 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to borrow the \$339,961.00 from General Fund Balance and will pay General Fund Balance back when go out to Bond for the light district.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XXXI. Village of Yorkville Salt Agreement

The following Resolution was then introduced for adoption by Councilman Lenart and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 19 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve Supervisor Miscione to sign the Village of Yorkville Salt Agreement.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 18 of 23

The Resolutions were unanimously carried and duly *ADOPTED*.

XXXII. Ice Control Agreement with the New Hartford School District

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Lenart:

(RESOLUTION NO. 20 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve Supervisor Miscione to sign the Ice Control Agreement between the New Hartford School District and the Town of New Hartford for the time period of November 1, 2021 – October 31, 2022.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XXXIII. Willowvale Fire Company Service Award Contract

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 21 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve Supervisor Miscione to sign the contract for the Willowvale Fire Company Service Awards Program.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XXXIV. Association of Towns – NYC Training School and Annual Meeting 2022 – no one attending due to COVID

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 19 of 23

XXXV. Seed and Weed Garden Club – a club to enhance the park and offer a quiet place for people to relax and enjoy nature. They maintained new plants, compost, mulch, professional pruning and paint for the arbor. They would like to create a proper path to the garden from the end of the blacktop surrounding the building to the arbor entrance of the garden at Sherrill Brook Park. Ann Siegel is the contact.

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Lenart:

(RESOLUTION NO. 22 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve give the Seed and Weed Garden Club \$650.00 for the cost of materials for the Sherrill Brook Park.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

XXXVI. Re-Appoint for Board of Assessment

The following Resolution was then introduced for adoption by Councilman Woodland and duly seconded by Councilman Lenart:

(RESOLUTION NO. 23 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to re-appoint Duane Farr as the Chairman to the Board of Assessment Review Committee commencing January 10/1/2021 – 9/30/2026.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

XXXVII. Employee Assistance Program – gives employees a hotline to call if they have issues, problems (personal, work related), can help people with financial things – annual renewal contract.

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 20 of 23

The following Resolution was then introduced for adoption by Councilman Messa and duly seconded by Councilman Lenart:

(RESOLUTION NO. 24 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve for Supervisor Miscione to sign the Employee Assistance Program annual renewal contract.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

XXXVIII. Appointment of Two Police Officers

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Woodland:

(RESOLUTION NO. 25 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to hire Adam Sardina, full-time police officer, permanent, salary of \$62,673.85 with a start date of 1/24/2022.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Lenart:

(RESOLUTION NO. 26 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to hire Brett A. Grabeldinger, full-time police officer, permanent, salary of \$62,673.85 with a start date of 1/24/2022.

The Town Board voted upon roll call, resulting as follows:

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 21 of 23

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

XXXIX. COVID-19 RULES – New policy for 2022 for the Town of New Hartford – use your employee sick time/vacation time when need to be out; up to December 31, 2021 you will be paid (Part-time/Full-time)

The following Resolution was then introduced for adoption by Councilman Lenart and duly seconded by Councilman Reynolds:

(RESOLUTION NO. 27 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve the new 2022 COVID-19 Rules – if exposed or get COVID, the employee uses their own sick, personal or vacation time to be out.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

XL. Registrar Position (Appointment)

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Messa:

(RESOLUTION NO. 28 OF 2022)

RESOLVED, that the New Hartford Town Board does hereby approve to put the Registrar position back to the Town Clerk Office; Supervisor Miscione appoints Cheryl A. Jassak-Huther as the Registrar-effective January 1, 2022 for the length of her four (4) year term.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye

Supervisor Miscione - Aye

The Resolutions were unanimously carried and duly *ADOPTED*.

XXI. Town of New Hartford Marijuana Opt Out Decision

The Town of New Hartford did not opt out; Supervisor Miscione wants to change the zoning for it – not in residential areas – put in Commercial districts – Henderson Street to Seneca Turnpike (Big Apple) Commercial Drive - do an overlay – set a public hearing; Town Attorney Herbert Cully has to draw up Zone Text Amendment – Herb has to draw up the Local Law; permit involved - \$2,500/year; Once everything is drawn up then can set a Public Hearing; Herb will prepare everything for the next meeting (January 19th) and then we can set the Public Hearing.

XLII. Senior Center

Due to COVID and the recent mandates by the Governor and County Executive, the Senior Center is currently closed and closed until further notice; it is closed for the safety of the members and staff at the Town; it was closed due to no compliance with the masks, the door; there has to be clear directions that they have to wear their masks and the proper doors and bathroom issues; Chief – we have the single point of entry for a reason – security; also due to the number of attendees; suggested tentative opening April 1st; COVID number of cases is going up; will be discussed further at the January 19, 2022 meeting and a final decision will be made about the Senior Center for 2022.

XLIII. Town Attorney Herbert Cully Update on Homes

1. 2 Mapledale Road – progressing; National Grid has disconnected the power; contractors were waiting for to do the demolition
2. 12 Thornwood – has been resolved
3. 19 Larchmont Drive – we won first court case; filed another court case – additional violation that came up today with an abandoned car
4. 11 Center Terrace – Dory made contact with daughter of the owner; will follow up
5. 17 Medford Place and 9364 Elm Street– proceeding with unsafe structures and Lary will present his report to the Board next week

XLIV. Report from Highway Superintend Richard Sherman

1. Salt Shed Grant - \$400,000
2. FEMA - \$2.96 million for the Rayhill Trail and Creek

XLV. Town Supervisor Miscione

1. Take the property next to the Town Building out of the BAN

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Councilman Messa and seconded Councilman Lenart, the meeting was adjourned at 7:57 P.M.

(RESOLUTION NO. 29 OF 2022)

The Town Board voted upon roll call, resulting as follows:

REGULAR TOWN BOARD MEETING

January 3, 2022

Page 23 of 23

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye.

The Resolutions were unanimously carried and duly *ADOPTED*.

Respectfully submitted,

Cheryl Jassak-Huther
Town Clerk
1/9/2022